

STATE PROCUREMENT OFFICE  
NOTICE OF REQUEST TO AMEND AN EXEMPTION  
FROM HRS CHAPTER 103D CONTRACT

12 MAR 22 12:00

STATE PROCUREMENT OFFICE  
STATE OF HAWAII

TO: Chief Procurement Officer

FROM: Department of Land and Natural Resources  
Name of Requesting Department

Pursuant to HRS §103D-102(b)(4) and HAR section 3-120-5(d), the Department requests to amend an exempt contract as follows:

1. SPO-007, Exemption Reference (PE) Number: 11-055-K

2. Vendor/Contractor/Service Provider Name: Maui Petroleum, Inc (Hawaii Fueling Network)

3. Describe the goods, services, or construction:

Gasoline/Diesel fueling and gas credit card services for the Department of Land & Natural Resources, Divisions of Conservation & Resources Enforcement and Forestry & Wildlife on the island of Maui.

4. Explain in detail what is being amended:

Requesting an extension of the contract period from 4/27/12 to 10/26/12 with the estimated fuel costs for this six month period being \$29,000. Adding this amount to the previous annual gas expense of \$45,255 results in the amended contract price of \$74,255. The price per gallon has changed from \$3.88 per gallon to \$4.55 per gallon. The number and type of vehicles remains unchanged.

5. Amended contract price for this request: \$74,255

6. Explain in detail why the amendment(s) are necessary:

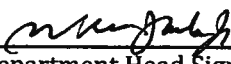
Requesting an extension of this exemption due to the expiration of this contract exemption on 4/26/12 and the extension of SPO Price List No. 11-05 to 10/26/12. Tesoro, the vendor selected for SPO Price List 11-05 and other brands cannot provide the gasoline or diesel locations for fillup that our employee's duties, areas of work and time when on duty require for the island of Maui. See Attachment.

7. Identify the primary individual(s) who is knowledgeable about this request, who will conduct and manage this process, and has 1) completed mandatory training and 2) who may be contacted for follow up inquiry, if any.

(Type over "example" and delete cells not used.)

Department Personnel Name	Division/Agency	Phone Number	Email address
Dennis Takahashi	DLNR	587-0347	dennis.i.takahashi@hawaii.gov

*All requirements/approvals and internal controls for this expenditure is the responsibility of the department.  
I certify that the information provided is to the best of my knowledge, true and correct.*

  
Department Head Signature

3/20/12

Date

**For Chief Procurement Officer Use Only**

Date Notice Posted: 3/23/12

Submit written objection to this notice to issue a sole source contract within seven calendar days or as otherwise allowed from date notice posted to:

state.procurement.office@hawaii.gov

**Chief Procurement Officer (CPO) Comments:**

Approval is granted for the period 04/27/12 to 10/26/12 to allow the department to use Maui Petroleum, Inc. when it is not practicable to use Price List Contract No. 11-05.

Department is reminded that pursuant to Comptroller Memorandum CM2010-34, purchases of premium 92-grade or mid 89-grade gasoline are strictly prohibited unless pre-approved by the Comptroller's Office. This approval is for the solicitation process only, HRS section 103D-310(c) and HAR section 3-122-112, shall apply (i.e. vendor is required to be compliant on the Hawaii Compliance Express). When processing payment to contractor the department shall attach a current compliant HCE compliance certificate with the invoice for payment. The department shall maintain an expenditure record for the purchase of fuel and shall post the total quarterly expenditure onto the Awards Reporting System within 7 days from the close of each quarter.

If there are any questions, please contact Kevin Takaesu at 586-0568, or [kevin.s.takaesu@hawaii.gov](mailto:kevin.s.takaesu@hawaii.gov).

☒ Approved

☐ Disapproved

☐ No Action Required

  
Chief Procurement Officer

4/12/2012  
Date